

DEPARTMENT OF SOCIAL SERVICES  
144 P Street, Sacramento, CA 95814



May 19, 1982

ALL-COUNTY INFORMATION NOTICE I-53-82

FSD LETTER NO. 82-3 (INFORMATION)

TO: ALL TITLE IV-D AGENCIES  
ALL DISTRICT ATTORNEYS  
ALL COUNTY WELFARE DIRECTORS

SUBJECT: RECORDS RETENTION - ABCD 278L

REFERENCE: DSS MANUAL LETTER NO. 81-63

This is to inform you of a change in regulations, Management and Office Procedures Manual, Division 23 (Section 23-353.9), dealing with the retention period for Form ABCD 278L, "List of Authorizations to Start, Change, or Stop Aid Payments". Form ABCD 278L is a cumulative history of aid payments, FBU size, supplements, discontinuances, etc., maintained individually in each IV-A case file.

Upon request from the district attorney's office, the county welfare department will retain the ABCD 278L or equivalent document for a ten year period after case closure. Notification of the specific cases in which this record will be retained must be forwarded by the local IV-D agency to the county welfare department. Regulations previously provided only for a three year retention period. However, as a result of concerns expressed by the IV-D agencies that valuable data for the establishment and/or enforcement of child support court orders was being destroyed, the retention period has now been extended to ten years.

If you have any questions, please contact your county analyst in the Child Support Operations Bureau at 916/322-6384.

Sincerely,

*Kyle S. McKinsey*  
KYLE S. MCKINSEY  
Deputy Director